

**MINUTES OF THE  
NORTH TAHOE PUBLIC UTILITY DISTRICT  
BOARD OF DIRECTORS AND RECREATION AND PARKS COMMISSION  
JOINT WORKSHOP**

**North Tahoe Community Conference Center  
8318 North Lake Boulevard, Kings Beach, CA  
February 27, 2008**

**A. CALL TO ORDER - ESTABLISH QUORUM**

President Lewis called the meeting to order at 3:07 PM. Board members present were Directors Daniels, Bergmann, Mooney, and President Lewis. Also present were Commissioners Shoberg, McDermott, Shuff, Gaines, and Reichert. A quorum for each was established.

Staff present was Acting General Manager and Public Works Director Schegg, Chief Financial Officer Marple, Conference Services Director Daniels, Parks and Facilities Manager Long, and Acting Clerk of the Board and Executive Assistant Lefrancois. Also present was Judy Friedman, Recording Secretary.

**B. AGENDA APPROVAL**

It was agreed that items may be taken out of order.

**C. PUBLIC FORUM**

Alex Mourelatos stated that he is part of the Conference Center Task Force, which includes Directors Mooney and Bergmann and Counsel Eskind. They are considering the potential of the Conference Center and Mr. Mourelatos reviewed some of the options that they are exploring, including identifying target market segments, possible deliverables for each segment, and possible funding sources, including the North Lake Tahoe Resort Association.

**D. JOINT WORKSHOP ITEMS FOR DISCUSSION**

- 1. Master Plan Utilization and Review of Recommendations**
- 2. Friends of the Regional Park Fund**
- 3. Recreational Opportunities and Use of District Facilities and Funds**
- 4. General Procedures and Policies regarding Projects, Facilities and Grant and other Funding Opportunities**

Parks and Facilities Manager Long reminded the group that the Board had asked the Commission to review and prioritize the Fiscal Growth Topics and Facilities Upgrades Planning tables that were in the Recreation Master Plan. She explained that this workshop was requested by the Commission to make sure that both groups had the same ideas of how to proceed. PFM Long pointed out that the ideas presented in the tables were the result of phone surveys and public meetings conducted by the consultants doing the Plan. Director Daniels added that these tables are to be used for planning purposes and the Master Plan should be considered a dynamic document. Director Bergmann reviewed the items that are already being implemented, including fee boxes, bear boxes, and donation boxes.

The Fiscal Growth Topics were reviewed and a discussion regarding Measure C followed. It was noted that under an agreement with NTPUD, the North Tahoe Boys and Girls Club (BGC) receives 25% of Measure C funds to provide recreational programming for the District. That agreement is due for renewal and currently being reviewed. Discussion continued regarding the recreation programming being done by the BGC and the coordination being done by District staff, programming for constituencies not served by BGC, such as adults and seniors, and how the balance of Measure C monies are spent. It was agreed that the BGC should provide monthly reports to the District, including an evaluation of the population serviced by the Club that lives outside of District boundaries. PFM Long pointed out that there is currently not enough District staff for existing facilities, which could be revenue streams if fully staffed.

She voiced concern about funding for upkeep of the facilities, not just programming. Discussion followed regarding funding for staffing, ADA and other improvements, and potential revenue sources. Wally Auerbach suggested that the region as a whole, including NTPUD, Tahoe City PUD, Squaw Valley, and Northstar, consider approaching Placer County with a regional Master Plan. There was discussion on the benefits of such an approach and possibly combining recreational programming with Tahoe City PUD since they have programming and NTPUD has facilities. The Board and Commission considered the duties that a Program Coordinator could perform and options that may be available for someone to market the facilities on a commission basis.

Alternative funding was discussed, as well as how an assessment district may be formed, using on-going maintenance for the Bike Trail as the impetus and how that may lead to consider a much larger scope of needs for other facilities and provide long-term funding. All agreed that funding is the most critical issue in determining how to move forward with projects and facilities and that it may be necessary to hire a professional to consider the options.

Commissioner Shuff asked for a consensus of the Board as regards funding for projects identified in the Master Plan. Discussion followed regarding the use of Park Dedication Fees. Director Daniels explained the use of those fees, what may be earmarked for camping, and whether or not there is a potential of losing the funds if not used for that purpose.

Commissioner Shoberg asked how the Commission can contribute beyond Measure C and asked if funds raised for the proposed Friends of the Park fund could be allocated by the Commission based on priorities set by the Board. She noted that the playground is one example of a priority item for which there could be additional funds from service clubs and volunteer help available. Commissioner Reichert added that the Commission is willing to help generate monies to accomplish items identified in the Master Plan and asked for some autonomy in moving forward. He asked if the Board will support the Friends of the Park proposal and suggested that the “top ten” items be identified. Discussion followed regarding the responsibility of the Board in considering the whole picture in how District funds are allocated and how the Friends of the Park monies may fit in with accomplishing District goals. Commissioner Shuff explained the logistics of having the Truckee Tahoe Community Foundation administer the Friends of the Park fund. Discussion followed on the District administrative or financial staff that may be required to assist with the Fund and the feasibility of Board and Commission members raising money for the Fund.

PFM Long referred to the Proposed 1999-00 Work Plan that was included in today’s packet as a good format for how to structure a workable strategic plan for priority projects agreed upon by the Board and Commission. All agreed that the format was a good one and that staff needs to work with the Commission on moving forward, with direction from the Board. Discussion followed on how the Board and Commission provide information to and from each other and the need for procedures to keep the Commission involved in projects that they refer to the Board.

Table 5.2, the Facilities Upgrades Planning Table was reviewed and the following were determined to be items which could be considered by Friends of the Park in the next year. It was noted that some items are already in process:

- Upgrade signage at NTRP and National Avenue/Hwy 28 for NTRP
- Upgrade or replace all play equipment at the NTRP
- Build skate/BMX Park at a facility in the District (The status of the Board direction given to the League to Skate Lake Tahoe regarding sites was reviewed)
- Provide kayak and canoe storage at TVRA and KBSRA (??? use Conservancy lot??)

Table 1-8, Fiscal Growth Topics, was considered and the following items were added to the above list:

- Levy a reasonable fee for use of each playfield to support maintenance and operations; Raise

#### Parking Fees and levy Park Use Fees

- Upgrade the Ramada (it was determined that the amphitheater suggestion be listed separately and given a 5 year time frame)
- Complete the Track and Soccer Field and Ballfield 5 (an addition to the list)
- Rehabilitate the Nature Trail (an addition to the list)
- Upkeep and repairs on Tennis Courts (an addition to the list)
- Signage and upgrades for Par Course (an addition to the list)

Commissioner McDermott asked about the status of paid parking at the Park and PFM Long said that alternatives to the pay gates are being researched.

Conference Services Director Daniels reviewed her written recommendations regarding room rental rates and policies and proposing a Tuesday/Thursday Local's Deal. It was noted that the rate adjustment will require a change to Ordinance 362, which will be submitted to the Board at their next regular meeting. The report was discussed. All agreed that the "Local's Deal" was a good idea. CSD Daniels noted that the discounted space needs to be booked less than 30 days out in order to accommodate long-range conference groups.

Commissioner Shuff asked if the Board would agree to pay ½ of the seed money to start the Friends of the Park fund (\$5,000) and pay for whatever collateral material is required to publicize it. Chief Financial Officer Marple explained that it is a matter of depositing the money from one fund to another; it is an investment, but not a cost. The Commission will raise the additional \$5,000 to see the fund. This item will be added to the March Board agenda.

The Board and Commission members thanked each other for the time spent in today's workshop. It was suggested that this type of joint meeting should be considered once or twice a year.

#### **E. ADJOURNMENT**

There being no further business the meeting was adjourned at 6:42 PM.

Respectfully submitted,  
Judy Friedman, Recording Secretary  
THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS